



HARRIS COUNTY, TEXAS

SHERIFF'S CIVIL SERVICE
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April 15, 2009

TO: ALL SHERIFF'S OFFICE DEPUTIES

SUBJECT: 2010-2011 PROMOTIONAL EXAMINATION PROCESS

FROM: CIVIL SERVICE COMMISSION

Study material lists and Letter of Intent forms are being distributed today for the 2010-2011 promotional examinations that will be administered in September of this year. Each deputy is responsible for determining his or her eligibility (in accordance with Civil Service Rule 14 as it exists May 2009) to participate in the promotional process. Each eligible deputy should review the study material list that corresponds to the promotional examination to be taken and then submit a Letter of Intent to the Civil Service Commission office immediately. Letter of Intent forms may be obtained from the Civil Service Commission website (www.co.harris.tx.us/civilserv). Letter of Intent forms may be faxed to the Civil Service Commission at 713-755-8990.

Each deputy is responsible for submitting current information on the Letter of Intent form. If your name or TCLEOSE certification level changes between now and December 31, 2009, you must inform the Civil Service Commission office. If you have previous employment and/or bridged time with the Sheriff's Department, you must supply the Civil Service Commission with documentation.

Should you have any questions about the 2010-2011 promotional process, please call the Civil Service Commission office.

PLEASE POST

2010-2011 WRITTEN EXAM STUDY MATERIAL

CAPTAIN:

POLICE ADMINISTRATION, Seventh Edition, Swanson-Territo-Taylor

CRIMINOLOGY, Tenth Edition, Larry J. Siegel

HARRIS COUNTY SHERIFF'S DEPARTMENT MANUAL As it exists April 27, 2009. Each deputy is responsible for the updating of its contents.

LIEUTENANT:

POLICE ADMINISTRATION, Sixth Edition, Gary W. Cordner-Kathryn E. Scarborough

MANAGEMENT AND SUPERVISION IN LAW ENFORCEMENT, Fifth Edition, Wayne W. Bennett-Karen M. Hess

HARRIS COUNTY SHERIFF'S DEPARTMENT MANUAL As it exists April 27, 2009. Each deputy is responsible for the updating of its contents.

SERGEANT :

SUPERVISION OF POLICE PERSONNEL, Seventh Edition, Nathan F. Iannone, Marvin Iannone

HARRIS COUNTY SHERIFF'S DEPARTMENT CIVIL SERVICE REGULATIONS as printed with amendments, as it exists **MAY 1, 2009**

HARRIS COUNTY SHERIFF'S DEPARTMENT MANUAL As it exists April 27, 2009. Each deputy is responsible for the updating of its contents.

DETENTION SERGEANT :

THE EFFECTIVE CORRECTIONS MANAGER – Second Edition, Richard L. Phillips and Charles R. McConnell

HARRIS COUNTY SHERIFF'S DEPARTMENT CIVIL SERVICE REGULATIONS as printed with amendments, as it exists **MAY 1, 2009**

HARRIS COUNTY SHERIFF'S DEPARTMENT MANUAL As it exists April 27, 2009. Each deputy is responsible for the updating of its contents.